

**LIBRARY ADVISORY COMMISSION
CITY OF MILPITAS
Monday, November 20, 2006**

UNAPPROVED MINUTES

Minutes: Meeting of the Library Advisory Commission (LAC)
Date of Meeting: November 20, 2006
Place of Meeting: Milpitas City Hall, 455 E. Calaveras Blvd.,
Committee Conference Room

Call to Order: Chairperson Hay called the meeting to order at 7:00 p.m.

I. Roll Call
Commissioners Present: Hay, Aoalin, Montano, Stephens,
Estandarte, Chou, Wang
Alternates Present: Phan, Estioko
City Council Liaison Present: Councilmember Giordano
City Staff Present: Recreation Program Coordinator Bueno
County Staff Present: Community Librarian Arbaugh
Deputy County Librarian Sarah Flowers

II. Seating of Alternates
None

III. Flag Salute
Chairperson Hay led the Commission in the Pledge of Allegiance

IV. Approval of Minutes
MOTION to approve with the following change to minutes of
September 18, 2006:
1.) Page 2, Section VIII, 2.: change “into the” to “on.”

MOTION to approve the Minutes of September 18, 2006 as
amended.
M/S: Estioko/ Montano Ayes: All

V. Announcements and Correspondence:
Commissioner Chou announced that Alan Smith, Past President of
the California Association of Library Trustees and Commissioners
(CALTAC), donated \$10.00 to the Friends of the Milpitas Library.

VI. Public Forum:
None

VII. Adoption of Agenda:
MOTION to approve Agenda of November 20, 2006.

VIII. Unfinished Business:

1. Library Building Project Update

City of Milpitas Capital Improvement Project (CIP) Manager Mark Rogge provided a PowerPoint presentation regarding the Library Building Project. The project remains on schedule and within the cost plan. Mr. Rogge also noted that six (6) pre-qualified contractors are currently on the bidder list.

CIP Manager Rogge also shared the following projected dates: 12/12/06- Bid Opening; 12/19/06- Council awards bid; 1/07- construction begins; 9/08- substantial completion of Library building.

CIP Manager Rogge shared various pictures from the Midtown East Parking Garage groundbreaking ceremony held on September 26, 2006.

CIP Manager Rogge also showed various computer-generated aerial views of the future library.

IX. New Business

None

X. Other Business

1. Friends of the Milpitas Library

Commissioner Stephens announced the upcoming Friends book sale on January 26-28, 2007.

2. County Librarian Report

Deputy County Librarian Flowers announced the following items: November issue of *American Libraries* named Santa Clara County Library (SCCL) the Number One Public Library in America. For the fifth time, the Santa Clara County Library has been named the best public library in the nation serving a population between 250,000 and 499,999.

Wireless service is now available at all SCCL libraries.

Installation of an automated materials handling system at the Los Altos Library has been completed. Cupertino's is being installed now, followed by Saratoga and Milpitas Libraries. Patrons using this system will not only have their books and other materials

checked in immediately upon return, but they will also have the option of receiving a receipt. Staff will benefit from not having to handle and sort returned materials and will be more available to assist patrons with their accounts, process holds requests and generally provide greater service.

The 3rd Annual Library Friends and Commissioners Forum will be held on Saturday, January 13, 2007 from 9:30am – 12:30pm.

The next meeting of the Library Joint Powers Authority Board is scheduled for January 25, 2007 at 1:30 p.m. at the Library Administration Offices in Los Gatos.

2. Community Librarian Report

Community Librarian Arbaugh announced the following items: The Milpitas Community Library will lose part-time janitor Joe Marques, as he is taking a full-time job at the Campbell Library in January.

Dave Stephens created a clock for janitorial use when cleaning restrooms, hung four corkboards for flyer postings and created plastic labels for the DVD racks, making it possible to organize the DVD's by language.

Sixty (60) people attended the Super College program held in September. The workshop informed students on how to be admitted into college and how to pay for it. A small audience attended the business seminar hosted by counselors from SCORE! Educational Centers. The Fit for Fall series of programs for school-aged youths was attended by 50 to 60 youths per program. Author and artist Lillie McGhee-Queen spoke on October 15. An H.G. Wells movie marathon was hosted in October as well.

The Book Discussion group read and discussed *Mama Day*, by Gloria Naylor, in October and *Gilead*, by Marilynne Robinson, in November.

The Milpitas Community Library will be closed on November 23 and 24, 2006 in honor of Thanksgiving. The library will also be closed December 24 and 25, 2006 for Christmas and December 31 and January 1, 2007 for New Year's.

4. City Council Report

Councilmember Giordano announced the following items: At the October 2, 2006 meeting, Council approved a governing policy and operating procedures for Milpitas Community

Library Advisory Commission Meeting of November 20, 2006

Unapproved Minutes

Page 3 of 4

Television. Council also approved minor entry way signs for the City at Montague and Park Victoria, South Main Street and Montague, North Milpitas Boulevard and Dixon Landing along with a Branding Strategy Committee.

Council also approved a recommendation from the Facilities Naming Subcommittee to request the County to include historically themed elements in the proposed Milpitas Valley Health Center in honor of early medical professionals in Milpitas.

At the October 17, 2006 meeting, Council approved a proposal for the Commission Recognition event and introduced an ordinance prohibiting amplification of sound at Gill Park.

5. City Staff Report

City Staff Liaison Bueno reported the following items:

The Annual Community Sing-Along and Holiday Open House will be held December 1 at the Milpitas Community Center. The event will begin with the sing-along and pictures with Santa at 6:00 p.m., followed by the lighting of the holiday tree at 7:00 p.m.

Milk and Cookies with Santa will be hosted on Saturday, December 9 in the Milpitas Community Center Auditorium. Two sessions, 10:00 a.m. and 1:00 p.m., will be offered.

The Rainbow Theatre presents “Jack and the Beanstalk” on December 14 and 15 at the Milpitas Community Center.

City offices will be closed on November 23 and 24, 2006 for Thanksgiving, December 24 and 25, 2006 for Christmas and January 1, 2007 for New Year’s.

XI. Future Agenda Items

Nominations for the Library Advisory Commission Chair and Vice Chair positions.

XII. Adjournment

There being no further business, Chairperson Hay adjourned the meeting at 8:08 p.m. to the next regularly scheduled meeting on January 8, 2007 at 7:00 p.m.

MOTION to adjourn the meeting.

M/S: Estioko/ Chou

Ayes: All